

## <<Program name/program year>> Member Evaluation

This member evaluation is designed to provide constructive feedback to the member regarding his/her position performance and to open up dialogue. If a section's overall score is below 3, dialogue must take place among the member and AmeriCorps staff to assess the reason for the low score(s) and to develop a plan of action. At a minimum, further training, increased supervision, and higher member accountability will be considered as a means for improvement. Per program contract, member's eligibility for a second term of service will depend upon satisfactory performance reviews, assignment completion, and meeting any other realistic criteria that were clearly communicated orally and in writing during the term of service.

### Evaluation Objectives

1. To have a dialogue between members and AmeriCorps staff regarding what the member has accomplished and what areas are in need of improvement.
2. To openly discuss any existing issues and establish goals and guidelines for areas of growth.
3. To discuss goals for the second and last half of the service term.

### Evaluation Ranking

<b><u>Outstanding Performance Standards</u></b>	<b>5</b>
Consistently excels at position expectations by seeking additional assignments as well as demonstrating interest in improving overall agency or interdepartmental operations, or community relations.	
<b><u>Exceeds Performance Standards</u></b>	<b>4</b>
Consistently performs all position responsibilities above standards.	
<b><u>Meets All Performance Standards</u></b>	<b>3</b>
Performs all position tasks with consistent quality and minimal supervision.	
<b><u>Improvement Needed in Performance</u></b>	<b>2</b>
Performance is not at the level of desired competency for the position. Improvements are identified.	
<b><u>Unsatisfactory Performance</u></b>	<b>1</b>
There are significant performance problems, reflected by an inability to perform minimum position responsibilities. A reassessment of member's role and capacities is needed.	